

The Moultonborough Public Library  
Board of Trustees Meeting  
April 16, 2026

Present: Sally Bartlett, Chair; Nancy Cole, Vice Chair; Sherry Wakefield, Treasurer; Jane Harrington; Bob LaFlamme; Peter Olsen (online); Jack Weekes; Jessie Gray, Alternate; Kim Lefebvre, Alternate; Brittany Durgin, Library Director.

Sally called the meeting to order at 9:05am.

Review and approval of the March minutes: Jack made several amendments to the original minutes. Jane Harrington made a motion to accept the minutes with amendments, seconded by Sally Bartlett, and unanimously approved.

Treasurer's Report: Sherry and Brittany stated that an adjustment within the budget was needed due to a health insurance miscalculation and this has been resolved in a way that still allows us to stay within the approved budget. Jane Harrington moved to renew the two 6-month CDs (at 3.55 percent) at the Meredith Village Savings Bank, which are coming due. Jack seconded, and the motion was unanimously approved. Peter noted that we have considered other alternatives but feel that MVSBS is a good local bank, which supports the community. The bank will now allow us to use an overnight deposit bag for the Book Sale, which is a great improvement. Sally must also add her signature at the bank now that she is Chair. We have received no gifts this past month.

Kim Lefebvre moved to approve the Treasures report, Jack Weekes seconded the motion, it was unanimously approved.

Director's Report: Brittany stated that there are still some outstanding grant applications we have yet to hear whether they are awarded.

The Friends of the Library have approved a one-time annual contribution to be used toward library programs, museum passes, and the memorial garden.

After discussing the details, Peter moved to accept the quote of \$4,737.00 by Lakeshore Electric to accomplish the lighting improvements in the program room, add a light to the outside sign, and update the outside light timers with digital ones. Bob LaFlamme seconded the motion, it was unanimously approved. The funds are to come out of the Trustee Funds but will be reimbursed by the Capital Reserve Fund.

Sue Stokes has stated her intent to retire. Brittany has updated the Circulation Librarian Assistant job description. Jack Weekes moved that we accept the updated job description as written, Bob LaFlamme seconded, it was unanimously approved. Happily, the Library has received many applications from qualified people, which are currently being reviewed.

Brittany, one of only 150 librarians nationally, has been honored by being invited to attend The Institute of Museum & Library Services Conference, all expenses paid, in Washington, DC on June 10,11,12. An additional \$1,000.00 stipend is being offered by IMLS to cover additional costs, which can be used to cover substitute coverage while she was absent. All the Trustees encouraged her to attend.

Youth Services Report : available online.

Committee Reports:

PERSONNEL: Review of staff annual reviews and decisions on wage adjustments will be made at the June 18 meeting.

TECHNOLOGY: The question of how to fund future technology purchases was addressed. After some discussion it was decided that Brittany will work with the Town, CIPC, and the Department of Revenue Administration representative for their opinion as to the best way to incorporate technology and furnishings into the existing or a new capital reserve fund.

ART: Nothing new to add.

BUILDING: Brittany has been working on quotes for radon mitigation for the new building's basement, but Precision LLC has been the only company to respond. Sally Bartlett moved to accept the quote from Precision Radon LLC for \$ 6,735.05 to do the total mitigation, plus the cost of the electrical connections needed. Jack Weekes seconded, it was unanimously approved.

The hot water 40 gallon heater needs to be replaced in the old basement. Brittany is working on getting quotes. On demand electric heaters are the probable choice.

LANDSCAPE: Kim is still working on clarifying which service providers will be doing what task, as well as what exactly is included in Miracle Farms "Adopt-a-Spot." She requested monies from the Friends to refresh the Memorial Garden. Decisions on what to do about the waterfall will be held at a future date.

FRIENDS: The next fundraiser will be "Coffee and Cars" on Saturday, June 6 from 10:00 to 2:00 at Karen & Bob Ciardi's Cider Barn. They will have Friends of the Library coffee mugs for sale at that event and at the Book Sale. Discussion was also held about hosting a casino night fundraiser in the future. Kim has requested the Friends sign up to volunteer to help with the Memorial Garden.

NEW BUSINESS: Ginger & Louise have requested an earlier start time for the Book Sale on Friday, however, it means that Town Hall would have to close earlier so it isn't possible. We need to keep the hours from 4-7, but the library will be closed to the public at 4:00 pm when the Book Sale begins.

Sally Bartlett moved to adjourn the meeting at 10:27am. Nancy Cole seconded, and it was unanimously approved.

The next Trustee meeting will be on Thursday, May 21, 2026 at 9:00 am.

Respectfully Submitted,  
Jane Harrington